



OFFICE OF THE GOVERNOR  
STATE OF MISSOURI  
JEFFERSON CITY  
65101

www.gov.state.mo.us

BOB HOLDEN  
GOVERNOR

September 16, 2003

STATE CAPITOL  
ROOM 216  
(573) 751-3222

The Honorable Matt Blunt  
Secretary of State  
Capitol, Room 208  
Jefferson City, MO 65101

Dear Secretary Blunt:

The attached revised departmental plan for the Department of Conservation, dated December 11, 2002, is hereby submitted in accordance with Section 1.6(2) of the Omnibus State Reorganization Act of 1974.



APPROVED:

*Bob Holden*  
GOVERNOR

9-16-03  
DATE

ATTEST:

*Matt Blunt*  
SECRETARY OF STATE

Attachment

c: Jackie White, Commissioner of Administration  
✓ Patricia L. Buxton, Revisor of Statutes



MISSOURI DEPARTMENT OF CONSERVATION

Headquarters

2901 West Truman Boulevard, P.O. Box 180, Jefferson City, Missouri 65102-0180  
Telephone: 573/751-4115 ▲ Missouri Relay Center: 1-800-735-2966 (TDD)

JOHN D. HOSKINS, Director

*Happy  
Holidays*

December 11, 2002

The Honorable Bob Holden  
Governor, State of Missouri  
Room 216, State Capitol Building  
Jefferson City, MO 65101

Dear Governor Holden:

In accordance with Section 1.6(2) of the State Omnibus Reorganization Act of 1974, attached herewith for the Missouri Department of Conservation are: an updated organizational plan; an executive pay schedule for top department administrators; and, an organization chart.

Revisions reflect organizational changes, which were approved by the Conservation Commission at its August 21, 2002 meeting. These revisions were filed with the Secretary of State, Administrative Rules Division on November 26, 2002.

If you require further information, please feel free to contact my office.

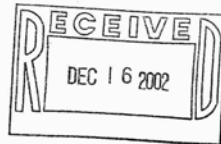
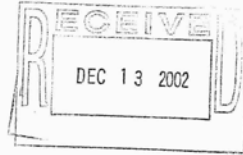
Sincerely,

*John Hoskins*  
JOHN D. HOSKINS  
DIRECTOR

JDH:jh

Attachments

- c: Commissioners Wood, Bradford, Metcalfe and Gorman  
The Honorable Matt Blunt, Secretary of State  
Mike Hartmann, Chief of Staff  
Jackie White, Commissioner of Administration  
Daniel Hall, Governor's Office Liaison  
Lori-Strong-Goeke, Office of Administration  
Deputy Director John W. Smith  
Deputy Director Steve Wilson  
Assistant Director Gerald Ross



COMMISSION

STEPHEN C. BRADFORD  
Cape Girardeau

ANITA B. GORMAN  
Kansas City

CYNTHIA METCALFE  
St. Louis

HOWARD L. WOOD  
Bonne Terre

## DEPARTMENT OF CONSERVATION

**ORGANIZATION PLAN**

The head of the Department of Conservation is a four (4)-member commission appointed by the governor with the advice and consent of the senate. The commission is charged with the control, management, restoration, conservation and regulation of the bird, fish, game, forestry and all wildlife resources of the state.

The commission appoints a director who serves as the administrative officer of the Department of Conservation. The director appoints other employees and is assisted by a deputy director-field and a deputy director-administration with programs and activities carried out by the divisions of fisheries, wildlife, forestry, protection, outreach and education, administrative services, private land services, science and human resources. An assistant director supervises the policy coordination section, and provides leadership for special projects and initiatives as assigned by the director; notably legislative liaison and partnerships with other entities.

The department carries out its programs through the following major administrative units:

Fisheries manages lakes, reservoirs and streams for public fishing; acquires stream access sites and lakes and operates hatcheries; conducts an intensive trout management program; provides fishery management advice; conducts water pollution impact investigations and an ongoing research program to measure fish populations and trends, determine limiting factors and develop better management techniques.

Wildlife administers hunting seasons; acquires, develops and manages public hunting and other conservation areas; assists private landowners with wildlife habitat efforts; cooperates with federal and state agencies and farm organizations in wildlife management; and conducts research to provide current information on the status of wildlife populations, develops improved management methods and promotes preservation and enhancement of wildlife habitat.

Forestry controls forest fires; manages many conservation areas; provides rural fire protection training and assistance; planning advice in urban and community forestry, forest products utilization and marketing service, forest insect and disease surveys; provides advice and assistance to private timber landowners; conducts research on forest management topics; and provides low cost tree planting stock to Missouri residents.

Protection carries out the department's wildlife law enforcement program. Conservation agents serve as the primary law enforcement arm of the department and assist in the full range of conservation programs in their assigned districts. The division also provides training in the safe and responsible use of firearms, with emphasis on ethics and property rights of others, and develops and operates recreational shooting ranges.

Outreach and Education administers the department's public information and education programs. Education services and programs include operating nature and visitor centers, developing interpretive exhibits, administering urban fishing programs, teaching outdoor skills, acting as a clearing house for conservation education projects, and providing conservation education curricula, training and materials to teachers and youth leaders. Outreach produces the department's monthly magazine, popular and technical publications, radio and television programs and video productions; issues news releases and coordinates with new media. Metropolitan services in St. Louis, Kansas City and Springfield include coordinators and media information specialists who provide information to the public, work with urban personnel from

other divisions to deliver services to the public, and assess public opinion on conservation issues and public demand for conservation programs.

Administrative Services administers the department's support services of information technology, design and development, and business and support. Information technology provides directions and management of the department's information technology assets, including computer hardware and software systems, telephone systems, two-way radio and other telecommunications systems; and coordination of those systems with other state agencies. Design and development administers the department's construction/development program and is responsible for development of areas owned and/or leased by the department. Related services include property surveys of all department lands by registered surveyors, feasibility studies and provision of data for environmental assessments. Business and support collects and processes funds received; processes accounts payable; distributes hunting, fishing and special permits; audits permit distributors; maintains inventory records, including the department's real property holdings; coordinates federal aid programs and funds; coordinates procurement, repair and disposition of fleet, aircraft, marine and other mechanical equipment; maintains a distribution center and warehouse for department publications; operates offset printing, mailing and sign production services; and provides building and grounds maintenance.

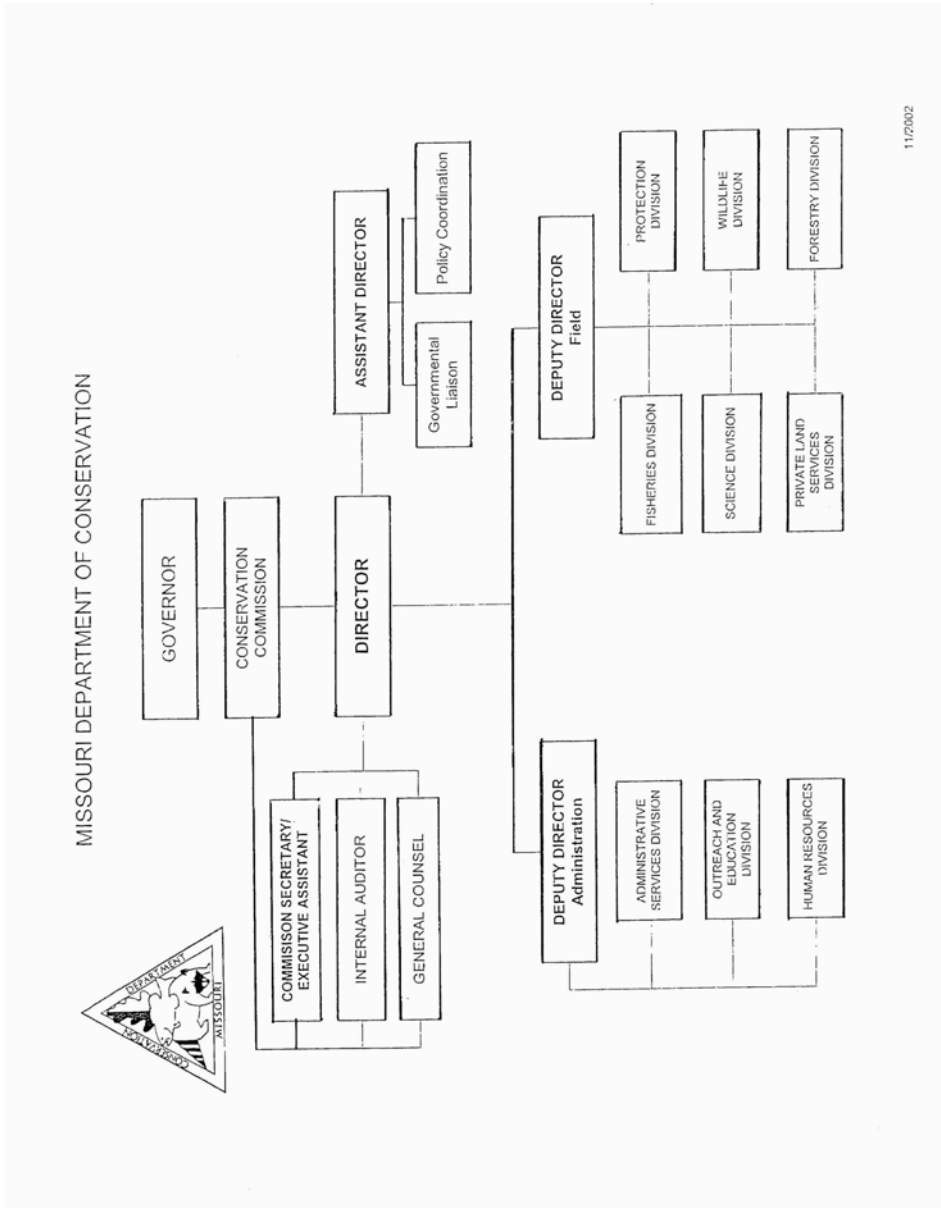
Private Land Services provides technical assistance and resource training to private landowners; participates in media and other outreach efforts for resource management; coordinates with other governmental agencies and private organizations to integrate fish, forest, wildlife and natural community considerations with agriculture and other private land initiatives; provides cost-share to assist landowners with priority resource needs; and provides wildlife damage control assistance.

Science Division is the center of the department's resource inventory, monitoring, and research. The division helps department area, regional, and issue managers understand and conserve the biological diversity of Missouri's fish, forests, and wildlife. Other programs administered by this division include water pollution impact investigations, natural areas designation and management, endangered species activities; specialized service in natural history interpretation and coordination of management for nonconsumptive uses of wildlife resources and lands.

Human Resources recruits employees; maintains personnel records, benefits and compensation; administers the group insurance program, workers' compensation and safety programs; conducts the affirmative action program and new employee orientation, as well as in-service training in human relations, personal communications and supervisory skills.

General Counsel provides legal advice to the commission and administrative staff; aids in formulating policy; advises in the formulation of regulations; and performs title search related to the acquisition of real property.

Internal Auditor reviews operations and programs to assure that resources are used efficiently, and provides the commission and administration with information useful in directing and controlling department operations.



11/2002

Department of Conservation

Salary Schedule

<u>Position Title</u>	<u>Salary Range</u>
Director <sup>1</sup>	\$105,000
Deputy Director (two positions) <sup>2</sup>	82,272 & 98,688
Assistant Director <sup>2</sup>	94,992
Division Administrator <sup>3</sup>	64,476 – 96,276
General Counsel <sup>3</sup>	51,120 – 94,452
Deputy Counsel <sup>3</sup>	41,112 – 75,972
Internal Auditor <sup>3</sup>	44,508 – 82,236
Section/Unit Chief <sup>4</sup>	51,120 – 94,452

- 
- 1 No established range. Conservation Commission sets salary.
  - 2 No established range. Director authorized to set salary.
  - 3 Adjustment of pay-for-performance salary range approved by the Conservation Commission effective December 16, 2001.
  - 4 Salary schedule revision approved by the Conservation Commission effective December 16, 2001.

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## OFFICE OF THE GOVERNOR

STATE OF MISSOURI  
JEFFERSON CITY  
(573) 751-3222  
[www.gov.state.mo.us](http://www.gov.state.mo.us)

BOB HOLDEN  
GOVERNOR

February 7, 2002

RECEIVED

MAR 05 2002

SECRETARY OF STATE  
ADMINISTRATIVE RULES

ROOM 216  
STATE CAPITOL  
65101

The Honorable Matt Blunt  
Secretary of State of Missouri  
Capitol Building  
Jefferson City, Missouri 65101

Dear Secretary Blunt:

The attached revised departmental plan for the Department of Conservation, dated December 26, 2001, is hereby submitted in accordance with Section 1.6(2) of the Omnibus State Reorganization Act of 1974.

Attachment

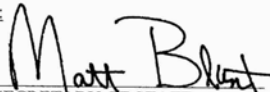
APPROVED:

  
GOVERNOR

February 7, 2002

DATE

ATTEST:

  
SECRETARY OF STATE

BH:QW:bp

cc: Jackie White, Commissioner of Administration  
Patricia L. Buston, Assistant Revisor of Statutes



# MISSOURI DEPARTMENT OF CONSERVATION

## Headquarters

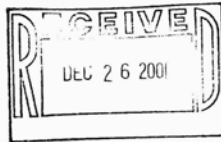
2901 West Truman Boulevard, P.O. Box 180, Jefferson City, Missouri 65102-0180  
Telephone: 573/751-4115 ▲ Missouri Relay Center: 1-800-735-2966 (TDD)

JERRY M. CONLEY, Director

*Happy  
Holidays*

December 26, 2001

The Honorable Bob Holden  
Governor, State of Missouri  
Room 216, State Capitol Building  
Jefferson City, MO 65101



Dear Governor Holden:

In accordance with Section 1.6(2) of the State Omnibus Reorganization Act of 1974, attached herewith for the Missouri Department of Conservation are: an updated organizational plan; an executive pay schedule for top department administrators; and, an organization chart.

There is one minor revision to the organization plan which reflects a title change from Assistant to Director to Assistant Director. This revision was filed with the Secretary of State, Administrative Rules Division on August 3, 2001.

If you require further information, please feel free to contact my office.

Sincerely,

*for John W. Smith, Deputy Director*  
JERRY M. CONLEY  
DIRECTOR

JMC:jh

Attachments

- c: Commissioners Gorman, Wood, Bradford, and Metcalfe  
The Honorable Matt Blunt, Secretary of State  
Mike Hartmann, Chief of Staff  
Quentin Wilson, Cabinet Director  
Jackie White, Commissioner of Administration  
Caleb Weaver, Governor's Office Liaison  
Lori Strong-Goeke, Office of Administration  
Deputy Director John W. Smith  
Assistant Director Gerald Ross

COMMISSION

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Cape Girardeau

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## DEPARTMENT OF CONSERVATION

**ORGANIZATION PLAN**

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The commission appoints a director who serves as the administrative officer of the Department of Conservation. The director appoints other employees and is assisted by a deputy director with programs and activities carried out by the divisions of fisheries, wildlife, forestry, protection, design and development, outreach and education, administrative services, private land services, natural history and human resources. An assistant director provides leadership for special projects and initiatives as assigned by the director; notably legislative liaison, partnerships with other entities, etc.

The Department carries out its programs through the following major administrative units:

Fisheries manages lakes, reservoirs and streams for public fishing; acquires stream access sites and lakes and operates hatcheries; conducts an intensive trout management program; provides fishery management advice; conducts water pollution impact investigations and an ongoing research program to measure fish populations and trends, determine limiting factors and develop better management techniques.

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Design and Development administers the department's construction/development program and is responsible for development of areas owned and/or leased by the department. The staff consists of professional engineering, architecture, land surveying and support staff in the areas of drafting, computer applications, clerical and an in-house construction work force. All work is highly specialized in direct relation to the department's resource programs; typically, development of wetlands, reservoirs, hatcheries, buildings, nature centers, river and lake public use access areas, stream corridor improvements and hunter safety training facilities, including shooting ranges. Related services include property surveys of all department lands by registered surveyors, feasibility studies and provision of data for environmental assessments. The cartography unit archives all department lands and produces department maps.

Outreach and Education administers the department's public information and education programs. Education services and programs include operating nature and visitor centers, developing interpretive exhibits, administering urban fishing programs, teaching outdoor skills, acting as a clearinghouse for conservation education projects, and providing conservation curricula, training and materials to teachers and youth leaders. Outreach produces the department's monthly magazine, popular and technical publications, radio and television programs and video productions; issues news releases and coordinates with news media. Metropolitan services in St. Louis, Kansas City and Springfield include coordinators and media information specialists who provide information to the public, work with urban personnel from other divisions to deliver services to the public, and assess public opinion on conservation issues and public demand for conservation programs.

Administrative Services administers the department's support services of information technology, policy coordination, fiscal services and general services. Information technology provides direction and management of the department's information technology assets; defines technology solutions to meet business needs; supports employees' use of those assets, including computer hardware and software systems, telephone systems, two-way radio and other telecommunications systems; and coordination of those systems with other state agencies. Policy coordination provides liaison with federal, state and private concerns on activities involving fish, wildlife and forestry resources; facilitates and coordinates department strategic and other long-range planning; conducts constituency surveys; coordinates geographical information system functions; negotiates for purchase of real property; and manages in-lieu-of tax payments. Fiscal services collects and processes funds received; processes accounts payable; distributes hunting, fishing and special permits; audits permit distributors; maintains inventory records, including the department's real

-- 2 --

property holdings; and coordinates federal aid programs and funds. General services is responsible for procurement, repair and disposition of fleet, marine and other mechanical equipment; management of the aircraft fleet; maintenance of a distribution center and warehouse for department publications, products and media loan service; operation of offset printing, mailing and sign production services; and provides building and grounds maintenance.

Private Land Services provides technical assistance and resource training to private landowners; participates in media and other outreach efforts for resource management; coordinates with other governmental agencies and private organizations to integrate fish, forest, wildlife and natural community considerations with agriculture and other private land initiatives; provides cost-share to assist landowners with priority resource needs; and provides wildlife damage control assistance.

Natural History administers the department's natural areas program; coordinates endangered species activities; and provides specialized service in natural history interpretation and coordination of management for nonconsumptive uses of wildlife resources and lands.

Human Resources recruits employees; maintains personnel records, benefits and compensation; administers the group insurance program, workers' compensation and safety programs; conducts the affirmative action program and new employee orientation, as well as in-service training in human relations, personal communications and supervisory skills.

General Counsel provides legal advice to the Commission and administrative staff; aids in formulating policy; advises in the formulation of regulations; and performs title search related to the acquisition of real property.

Internal Auditor reviews operations and programs to assure that resources are used efficiently, and provides the commission and administration with information useful in directing and controlling department operations.

**MISSOURI DEPARTMENT OF CONSERVATION\***  
**UNCLASSIFIED POSITIONS AS REQUESTED**  
 December 2001

**DIRECTOR'S OFFICE**

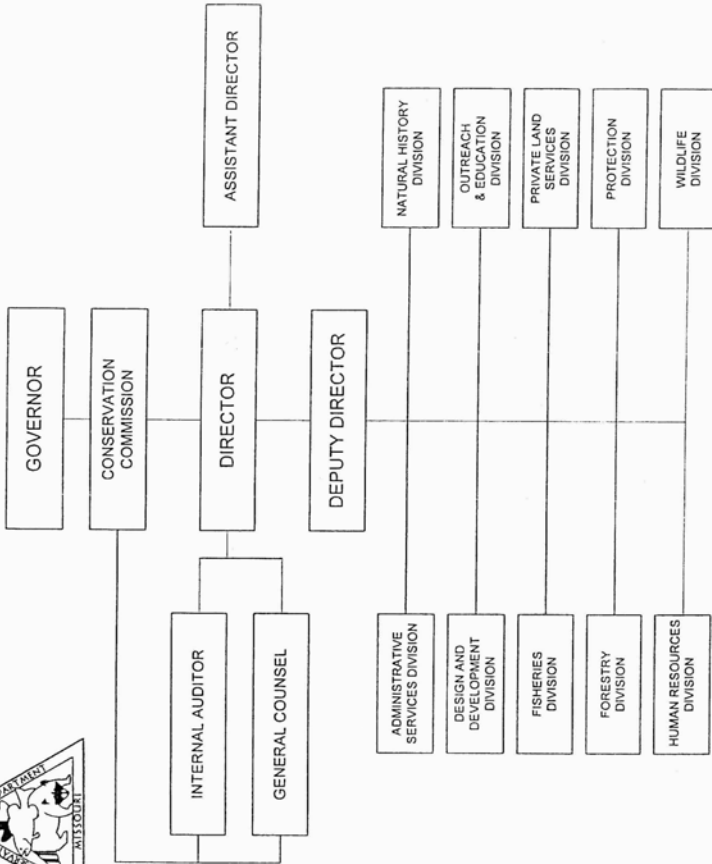
Conley, Jerry M.	Director	\$125,004
Smith, John W.	Deputy Director	\$98,400
Ross, Gerald E.	Assistant Director	\$94,704

**DIVISION ADMINISTRATORS**

Erickson, David W.	Administrative Services Division Adm.	\$86,688
Goff, Deborah L.	Human Resources Division Adm.	\$80,844
Hoskins, John D.	Protection Division Adm.	\$74,244
Krepps, Robert L.	Forestry Division Administrator	\$78,768
Love, Kathryn S.	Outreach & Education Division Adm.	\$84,864
Lueckenhoff, William F.	Design & Development Division Adm.	\$80,340
Seek, Noel G.	Private Land Services Division Adm	\$75,540
Stucky, Norman P.	Fisheries Division Administrator.	\$87,540
Thom, Richard A.	Natural History Division Adm.	\$76,272
Torgerson, Oliver A.	Wildlife Division Administrator	\$90,432

\*The Department of Conservation is a non-merit agency. Classification, salary, fringe benefits, hiring and termination are prescribed and administered by the Conservation Commission through Constitutional authority.

## MISSOURI DEPARTMENT OF CONSERVATION



7/2001

000010



OFFICE OF THE GOVERNOR  
STATE OF MISSOURI  
JEFFERSON CITY  
65101

www.gov.state.mo.us

RECEIVED

MAY 13 2002

SECRETARY OF STATE  
ADMINISTRATIVE RULES

BOB HOLDEN  
GOVERNOR

STATE CAPITOL  
ROOM 216  
(573) 751-3222

May 7, 2002

The Honorable Matt Blunt  
Secretary of State of Missouri  
Capitol Building  
Jefferson City, Missouri 65101

Dear Secretary Blunt:

The attached updated departmental plan for the Department of Corrections, dated December 28, 2001, are hereby submitted in accordance with Section 1.6(2) of the Omnibus State Reorganization Act of 1974.

Attachment



APPROVED:

*Bob Holden*

GOVERNOR

May 7, 2002

DATE

ATTEST:

*Matt Blunt*

SECRETARY OF STATE

BH:QW:bp

cc: Jackie White, Commissioner of Administration  
Patricia L. Buxton, Assistant Revisor of Statutes

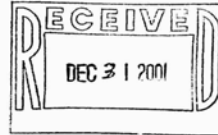
**BOB HOLDEN**  
Governor  
**GARY B. KEMPKER**  
Director



2729 Plaza Drive  
P.O. Box 296  
Jefferson City, Missouri 65102  
Telephone: 573-751-2389  
Fax: 573-751-4099  
TDD Available

State of Missouri  
**DEPARTMENT OF CORRECTIONS**  
*Ad Excelleum Conamur - "We Strive Towards Excellence"*

December 28, 2001



The Honorable Bob Holden  
Governor, State of Missouri  
Capitol Building  
Jefferson City, MO 65101

Dear Governor Holden:

In accordance with Section 1.6 (2) of the State Omnibus Reorganization Act of 1974, I respectfully submit for your approval the attached revised departmental plan for the Department of Corrections.

In FY02, the Department of Corrections conducted a major reorganization to improve the efficiency of the organization and to ensure that functions that had been created in previous years were correctly budgeted. The reorganization effort included a detailed accounting of personnel to match actual positions in the budget and to take into account the effects of several years of position reclassifications.

The department also looked at departmental support functions within the organization and moved several sections in order to group these activities under the Division of Human Services. Transfers were accomplished to move all program activities under the Division of Rehabilitative Services.

The following functions were transferred:

- Budget and Planning Section from the Office of the Director to the Division of Human Services
- General Services and Fiscal Management Unit from the Office of the Director to the Division of Human Services
- Institutional Librarians from Division of Adult Institutions to Division of Rehabilitative Services
- Women's Program Coordinator from Division of Adult Institutions to Division of Rehabilitative Services
- Restorative Justice staff from the Division of Human Services to the Office of the Director

*An Equal Opportunity Employer*

I am submitting the department's organizational chart depicting the changes along with the salary schedule for the administrators of the Department. Please advise if you have any questions regarding any of this information.

Sincerely,



Gary E. Kempker  
Director

GBK:emr

Attachments

cc: Mike Hartman, Chief of Staff  
Quentin Wilson, Cabinet Director  
Jackie White, Commissioner of Administration  
Chris Bauman, Governor's Office Liaison  
Lori Strong-Goeke, Office of Administration



### DEPARTMENT OF CORRECTIONS

The Department of Corrections with victims, communities and state and local governments improves public safety through humane confinement and effective community interventions. We strive to:

- Keep the community safe from dangerous, violent and repeat offenders
- Make offenders accountable for their unlawful conduct
- Structure opportunities of victim restitution and community reparation
- Utilize the field's best risk management and habilitation practices
- Involve victims and their families
- Involve the community
- Ensure efficiency and quality in all correctional activities
- Recognize department employees and volunteers as our agency's most valuable correctional resource
- Adhere to professional principles
- Address our customer's needs

### Organizational Plan

The Department of Corrections is comprised of four divisions: the Division of Human Services, the Division of Adult Institutions, the Division of Probation and Parole and the Division of Offender Rehabilitative Services. The Office of Information Systems has been raised to the division level in order to enhance the productivity of this section so it can provide better service to the department. This should then increase the effectiveness and efficiency of the department.

### Office of the Director

The Office of the Director consists of the Director, Deputy Director, Public Information, Constituent Services, Legal Services, Legislative Liaison, Inspector General, Restorative Justice and Victim Services. The Director who is appointed by the Governor with the advice and consent of the Senate appoints the deputy director and the four division directors. The division directors along with the Director of Information Systems are responsible to him through the deputy director. Public Information which includes Constituent Services, and Legal Services report directly to the Director. The Legislative Liaison, Inspector General, Restorative Justice Coordinator and Victim Services report to the Deputy Director.

Staff in the Constituent Services section who reports to the Public Information Officer has been reduced but will continue to respond to inquiries concerning conditions of confinement and supervision from concerned citizens, inmates, their families and the legislature. The number of investigators under the Inspector General has been reduced. The investigators will focus their work on criminal activity and limit internal staff

investigations to those that are serious in nature. The Restorative Justice Section will be reducing their staff and there will be one coordinator. Restorative Justice projects however will still continue in the institutions with existing institutional staff. Victim Services contacts victims of crimes and keep them advised of dates of parole hearings and the results of the hearings. Victims may also be involved in the VINES system where they are automatically notified of hearings and the decisions by phone.

#### **Division of Human Services**

The Division of Administration became the Division of Human Services though a change in legislation in 1995. This division consists of Human Resources, Training and Staff Development, and Employee Health and Safety, Religious and Spiritual Programs, and Volunteer Services. Budget and Planning, Fiscal Management, and General Services have been added to this division. There had been a Special Services Section within this division which included volunteers, chaplaincy programs and victims' services. Victims' Services was moved to the Office of the Director. Restorative Justice had been in this division and was transferred to the Office of the Director. General Services used to include Fiscal Management but these two sections have now been separated in order to provide better customer service.

The Human Resources Section is responsible for all personnel issues such as monthly payroll, benefit counseling and enrollment, recruitment and retention, timekeeping and personnel records. They are also the liaison with union and local representatives. Training and Staff Development continue to provide pre-service and in-service training for staff. Pre-promotional training is no longer being offered as a result of budget cuts. Employee Health and Safety promote staff safety and control the spread of disease through TB screens, communicable disease vaccines and exposure evaluations. They provide health education and wellness opportunities to employees. Budget and Planning prepare the department's annual budget, manage the budget through the legislative process, and prepare fiscal notes. Within this section, Planning, Research and Evaluation develop and maintain the strategic plan. This staff also provides research and analysis of data critical to the department's operations and management of resources. Fiscal Management ensures that the department's financial obligations are processed and paid in a timely and equitable manner, maintains an inventory tracking system, performs audits of contracts, and oversees the procurement of goods and services, the development of service contracts and the Inmate Fund Program. General Services provides support services to the department through the commodity warehouse operation and the oversight of all major construction and maintenance projects, building leases, vehicle maintenance, and coordination of food service operations for all adult institutions.

#### **Division of Adult Institutions**

The Division of Adult Institutions consists of Zone 1 (Southeast Correctional Center, Eastern Reception and Diagnostic Correctional Center, Farmington Correctional Center, Potosi Correctional Center, Missouri Eastern Correctional Center, Northeast Correctional Center, and Alcoa Correctional Center; Zone 2 (Maryville Treatment Center, Western

Reception and Diagnostic Correctional Center, Crossroads Correctional Center, Western Missouri Correctional Center, Tipton Correctional Center, Moberly Correctional Center, and Central Missouri Correctional Center; and Zone 3 (South Central Correctional Center, Ozark Correctional Center, Chillicothe Correctional Center, Fulton Reception and Diagnostic Correctional Center, Jefferson City Correctional Center, Boonville Correctional Center; and the Central Transfer Authority.

The Fulton Reception and Diagnostic Center and the Western Reception and Diagnostic Center presently process all of the male offenders that are entering prison until the Eastern Reception and Diagnostic Correctional Center (ERDCC) opens to process incoming offenders. In the meanwhile, the Regimented Discipline Program will move to ERDCC from the Farmington Correctional Center in the spring of 2002 and the Cook Chill operation will also begin. The Women's Eastern Reception and Diagnostic Center processes all of the new female offenders. The Central Transfer Authority is in charge of transferring offenders between correctional centers and returning offenders from local jurisdictions and other states.

#### **Division of Offender Rehabilitative Services**

The Division of Offender Rehabilitative Services was changed from the statutory name of the Division of Classification and Treatment through legislation. It consists of Behavioral Health that includes mental health and substance abuse services and oversight of the Missouri Sex Offender Program. Five treatment centers are supervised by this section. Medical services for offenders are contracted out to Correctional Medical Services with oversight by the division. There is an Education Section that helps offenders achieve a high school education and a Workforce Readiness Section that delivers vocational and technical training programs for offenders. Missouri Vocational Enterprises produces products and services for state agencies, state employees, other governmental jurisdictions and not-for-profit organizations, helping inmate workers develop marketable skills. The Women Offender Program Coordinator will ensure that programs, policies and procedures are compatible with the needs of the female offender population.

#### **Division of Probation and Parole**

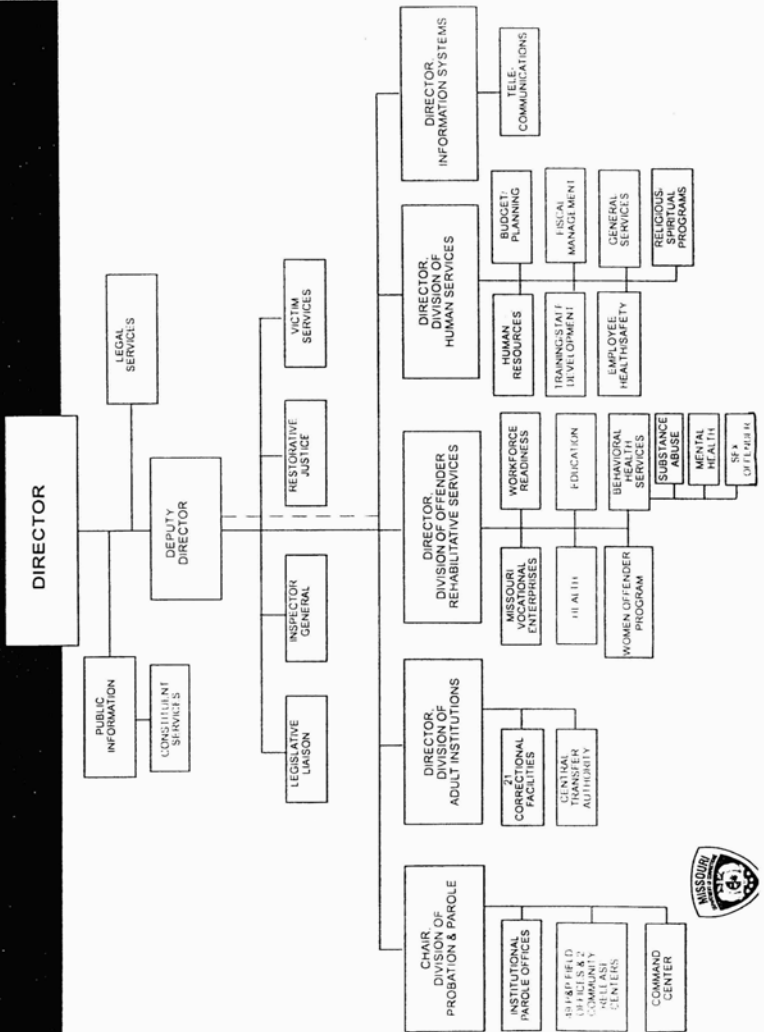
The Division of Probation and Parole is divided into six field regions for the effective management of probationers and parolees. Regions are made up of a network of local district offices and, in some instances are supported by satellite offices. The Field Services Section supervises probationers in the community assigned to the division by the courts, offenders released under supervision by the Parole Board and offenders from other states referred through the Interstate Compact. The Community Corrections Unit operates two community release centers and coordinates a number of community-based correctional programs that supervise and control offenders in the community. This unit also oversees the Local Sentencing Initiatives which targets high risk/high need offenders by providing viable alternatives to incarceration. The Parole Board holds parole hearings at each correctional center monthly and monitors the supervision of offenders in the

community and returns those offenders to prison that are a risk to the community. The Parole Board is supported by institutional parole staff that is housed in each of the correctional centers. There is a 24 hour a day, seven day a week Command Center whose staff tracks offenders in the community on electronic monitoring as well as offenders assigned to community release centers and residential centers.

**Office of Information Systems**

The Office of Information Systems provides information technology related services to the department and its staff. There is information on each offender that is frequently updated and maintained as part of the permanent record. Information on department programs, services and activities are maintained to ensure that offenders are assigned to the safest and most cost-efficient level of supervision and treatment.

# Missouri Department of Corrections



DEPARTMENT OF CORRECTIONS:	FY 2002 Salary Range	
	Low	High
Department Director:	\$75,948	\$111,156
Deputy Department Director	\$69,504	\$101,604
Division Director, Adult Institutions	\$63,636	\$ 92,928
Director, Division of Offender Rehabilitative Services	\$63,636	\$ 92,928
Director, Division of Human Services	\$58,332	\$ 84,936
Director, Office of Information Systems	\$63,636	\$ 92,928
Director, Division of Probation & Parole	\$63,636	\$92,928
Board Member, Probation & Parole Board	\$58,332	\$84,936